



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE
CIVIL SERVICE COMMISSION
MARCH 13, 2014**

CALL TO ORDER

The Regular Meeting of the Civil Service Commission was called to order at 5:36 p.m. in the Large Conference Room, Second Floor, National City Civic Center, on Thursday, March 13, 2014.

ROLL CALL

COMMISSION MEMBERS PRESENT: *Raphael Courtney*, Chairperson
 Leslie Coyote, Vice-Chairperson
 Fred Puhn, Commissioner

COMMISSION MEMBERS ABSENT: *Alyssa Graham*, Commissioner
 William Sendt, Commissioner

STAFF PRESENT: *Stacey Stevenson*, Director of Administrative Services
 Lilia Muñoz, Human Resources Analyst

REPRESENTATIVES PRESENT: None

SALUTE TO THE FLAG

Commissioner Puhn led the pledge of allegiance to the flag.

PUBLIC COMMUNICATIONS

None

APPROVAL OF MINUTES

Regular Meeting of January 23, 2014

Action: Motion made by Puhn, seconded by Coyote, and unanimously carried to approve the regular meeting minutes of January 23, 2014.

REPORTS FOR FILE

**Personnel Report
Report of Vacancies**

Action: Motion made by Coyote, seconded by Puhn, and unanimously carried to accept and file the Personnel Report and the Report of Vacancies as presented to the Commission.

UNFINISHED BUSINESS

A. Staff Report: Proposed Revision of Bylaws to Incorporate Reference to Hearing Procedures

Director Stacey Stevenson provided the Commission a recommendation on how to incorporate the reference to Hearing Procedures in their Bylaws. She suggested to add language under Article VII, Section 1.

Action: Motion made by Puhn, seconded by Coyote, and unanimously carried to approve the Proposed Revision of Bylaws to Incorporate Reference to Hearing Procedures.

NEW BUSINESS

None

ELECTION OF OFFICERS

Discussion ensued, Commissioner Puhn suggested they postpone to the next regular meeting.

Action: Motion made by Puhn, seconded by Coyote, and unanimously carried to postpone Election of Officers to next regular meeting with or without a quorum.

STAFF COMMENTS

None

COMMISSIONER COMMENTS

None

ADJOURNMENT

Action: Motion made by Coyote, seconded by Puhn, and unanimously carried to adjourn the regular meeting at 6:02 p.m., Thursday, March 13, 2014, to the next regular meeting of the Civil Service Commission on Thursday, May 8, 2014, at 5:30 p.m., in the Large Conference Room, Second Floor of the Civic Center, 1243 National City Blvd., National City, CA 91950.



CHAIRPERSON



DATE APPROVED

Special meetings may be called by the Chairperson upon the recommendation of the Personnel Director to consider matters requiring a timely resolution in accordance with the Ralph M. Brown Act per Government Code Section 54950, et. Seq.